

CALIFORNIA STATE LIBRARY
LIBRARY SERVICES AND TECHNOLOGY ACT (LSTA)
FISCAL YEAR 2017/2018
PITCH-AN-IDEA GRANT APPLICATION

ELEMENT 1: BASIC INFORMATION (please see application instructions for additional information)

Applicant Information

- | | | | | | | | |
|--|--|-------------|--------------|------------|------------|----|-------|
| <p>1. Library/Organization
 Sacramento Public Library</p> <p>3. Legal Business Name <i>(must match name registered with Federal Employer Identification Number (FEIN))</i>
 Sacramento Public Library Authority</p> <p>4. Project Coordinator Name
 Christie Hamm</p> <p>6. Email Address
 chamm@saclibrary.org</p> <p>8. Mailing Address
 828 I Street</p> | <p>2. Library's DUNS Number
 009120921</p> <p>5. Project Coordinator Title
 Youth Services Manager</p> <p>7. Business Phone Number
 916-264-2978</p> <table border="0"> <tr> <td style="text-align: right;">City</td> <td style="text-align: right;">State</td> <td style="text-align: right;">Zip</td> </tr> <tr> <td>Sacramento</td> <td>CA</td> <td>95814</td> </tr> </table> | City | State | Zip | Sacramento | CA | 95814 |
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| Sacramento | CA | 95814 | | | | | |

Project Information

- 9. Project Title** Read Together Kits: Bringing diverse literature home
- 10. LSTA Funds Requested** \$40,000
- 11. Cash Match & In-Kind** \$8,880
- 12. Total Project Cost** \$48,880
- 13. California's LSTA Goals** *(Check one goal that best describes the project)*
- | | |
|--|---|
| <input checked="" type="checkbox"/> Literate California | <input type="checkbox"/> Bridging the Digital Divide |
| <input type="checkbox"/> 21st Century Skills | <input type="checkbox"/> Information Connections |
| <input type="checkbox"/> 22nd Century Tools | <input type="checkbox"/> Community Connections |
| <input type="checkbox"/> Content Creation/Preservation | <input type="checkbox"/> Ensuring Library Access for All |
- 14. Primary Audience for project** *(Select all that apply.)*
- | | |
|---|---|
| <input type="checkbox"/> Adults | <input checked="" type="checkbox"/> Pre-School Children |
| <input checked="" type="checkbox"/> Families | <input checked="" type="checkbox"/> Rural Populations |
| <input checked="" type="checkbox"/> Immigrants/Refugees | <input type="checkbox"/> School Age Children |
| <input type="checkbox"/> Intergenerational Groups (Excluding Families) | <input type="checkbox"/> Senior Citizens |
| <input type="checkbox"/> Library Staff, Volunteers and/or Trustees | <input type="checkbox"/> Statewide Public |
| <input checked="" type="checkbox"/> Low Income | <input checked="" type="checkbox"/> Suburban Populations |
| <input checked="" type="checkbox"/> Non/Limited English Speaking Persons | <input type="checkbox"/> Unemployed |
| <input type="checkbox"/> People with Disabilities | <input checked="" type="checkbox"/> Urban Populations |
| <input type="checkbox"/> People with Limited Functional Literacy | <input type="checkbox"/> Young Adults and Teens |

ELEMENT 2: PROJECT BACKGROUND AND SUMMARY

Describe how this project was identified as a need, how it relates to your library's strategic plan, what will be accomplished if this project is implemented, and how you will know whether your project is successful. Summary should relate to activities in the timeline (Element 4) and include statistical information to support the project.

The goal of the Read Together Kits project is to create themed storytime kits featuring diverse characters that can be checked out by both early learning providers and families. Sacramento County is one of the most diverse counties in the country, with a 2016 child population that is 34.6% White, 31.2% Hispanic/Latino, 14.2% Asian American, 10.2% African American and 8.1% multiracial. As Sacramento Public Library has expanded early learning partnerships across the community, an increasing number of teachers and parents have sought the Library's expertise to identify and access diverse picture book resources that will allow children to see themselves in a story, no matter their culture, race, gender, family makeup or ability.

For an October 2016 session at the Sacramento County Office of Education's Early Learning Summit, the Library's Early Learning Specialist presented a very popular program to childcare providers that included an introduction to diverse books suitable for storytime. This information continues to be requested by early learning providers throughout Sacramento, indicating a significant need for both the books and help in finding them.

By grouping diverse books into Read Together Kits, this project will make it easier for parents and early learning providers to find and incorporate diverse books into early learning activities. One of the quality goals as stated in the California Early Childhood Educator Competencies is to offer a culturally inclusive learning environment. Picture books are the "textbooks" in early learning environments. However, it is challenging for providers to find books that are culturally inclusive because a low number of diverse books have been published. A 2015 study of children's books by the Cooperative Children's Book Center found that only 14.2% of children's books published that year depicted characters from diverse backgrounds. Of those published, not all are effective for sharing in a storytime setting. Therefore, the Library can serve a valuable role in identifying and sharing these rare diverse picture books and make them more accessible throughout the community.

The Read Together Kits project strongly aligns with the Sacramento Public Library's 2016-2018 Strategic Plan. Specifically, Goal 3.3 focuses on supporting families so that children start school ready to read. A key element of this goal is providing ready access to both families and early learning providers with engaging books that will motivate children to develop a love of reading. The Read Together Kits are an important part of this strategy and will increase access to diverse school readiness materials.

The Read Together Kits project will create 280 themed storytime kits containing five picture books, all with diverse characters. These kits will circulate and be available for anyone with a Sacramento Public Library card to check out at each of the 28 branches of the Sacramento Public Library. The kits will be intentionally developed around common themes identified through a survey of early learning providers. The picture books will be selected based on criteria developed to screen for cultural authenticity to ensure that they widely reflect culture, race, gender, family makeup or ability, and assess their appeal as a storytime selection. All kits will include an information sheet with early literacy tips and other storytime resources, such as songs and rhymes. Once created, the Read Together Kits will be directly marketed through promotional materials and presentations to early learning providers, including Head Start, childcare providers, and school readiness programs, along with community supporters, such as the Sacramento County Office of Education, and First 5 Sacramento. In addition to adding this new resource for the community, Sacramento Public Library plans to share this information with other library systems in California. The themed booklists would be made available for other library systems interested in duplicating the project. Staff would apply to present the project, including instruction on how to strengthen ties with the early learning community, in a statewide forum, such as the California Library Association conference, or through an online platform, such as an InfoPeople webinar.

The success of the project will be evaluated based on the successful development of the Read Together Kits and how well they are received by early learning providers and families. This will be measured by the number of checkouts of the Read Together Kits in the first six months of the project, a count of outreach visits to early learning providers to assess promotion of the new resource, and online responses to a survey that will be placed in the Read Together Kits.

ELEMENT 3: PARTNERSHIPS

Please list all formal partners for your project here. Please attach (under Element 7) a copy of your signed agreement with each partner, which outlines the role the partner will play and the resources the partner will contribute.

Partner Name	Organization Type (see instructions for valid entries)	Legal Type (see instructions for valid entries)	Role on Project	Resources That Partner Will Contribute (materials/funds/staff)

ELEMENT 4: PLANNING AND EVALUATION

Please answer each area concisely and completely. For section A-F limit responses to four pages.

A. Project Intent (*Check only one that best describes the project*)

Lifelong Learning

- ☐ Improve users' formal education
- ☒ Improve users' general knowledge and skills

Information Access

- ☐ Improve users' ability to discover information
- ☐ Improve users' ability to obtain information resources

Institutional Capacity

- ☐ Improve the library workforce
- ☐ Improve the library's physical and technology infrastructure
- ☐ Improve library's operations

Economic & Employment Development

- ☐ Improve users' ability to use resources and apply information for employment support
- ☐ Improve users' ability to use and apply business resources

Human Services

- ☐ Improve users' ability to apply information that furthers their personal, family, or household finances
- ☐ Improve users' ability to apply information that furthers their personal or family health & wellness
- ☐ Improve users' ability to apply information that furthers their parenting and family skills

Civic engagement

- ☐ Improve users' ability to participate in their community
- ☐ Improve users' ability to participate in community conversation around topics of concern

B. Project Purpose – Short statement which answers the questions: we will do what, for whom, for what expected benefit(s).

Sacramento Public Library will create Read Together Kits to make it easier for parents and early learning providers to find and regularly share diverse books with young children so that the books they experience are more reflective of themselves and the diverse community they live in.

C. Anticipated Project Outputs – Measures of services and/or products to be created/provided.

Project outputs will include:

- 280 Read Together Kits developed and ready for check out
- 1,400 books purchased for the Read Together Kits with 45-50 unique titles
- Number of checkouts of the Read Together Kits achieved in the first 6 months of the project
- Number of outreach visits to early learning providers
- Number of early learning providers who received information about the project

D. Anticipated Project Outcome(s) – What change is expected in the target audience's skills, knowledge, behavior, attitude, and/or status/life condition? How will you measure these outcomes? (for examples see attachment B of the application instructions)

The promotion and availability of the Read Together Kits is expected to positively influence the attitudes and behaviors of parents and early learning providers. Project outcomes will be compiled and measured from responses to a survey that will be included in the Read Together Kits and include:

- 60% of early learning providers and parents utilizing Read Together Kits will report increased confidence that they are able to find diverse books to share with young children.
- 75% of early learning providers and parents utilizing Read Together Kits will report increasing the number of diverse books they share with young children.
- At least 70% of early learning providers and parents utilizing Read Together Kits will identify the Sacramento

Public Library as a new resource for diverse picture books to support their early literacy efforts.

E. Briefly describe how this project will be financially supported in the future.

Funding for this project will allow us to develop the initial Read Together Kits. Replacement of worn books to sustain this resource beyond the grant year will be funded through Sacramento Public Library. Library staff will also continue to promote the Read Together Kits as part of regular outreach efforts as well as promoting it as a key resource inside each branch.

F. Activity Information. Activities are action(s) through which the intent or objective of a project are accomplished. Four activity types have been identified, each with select methods to help you describe how you will carry out this project. Indicate activity types that require a significant commitment of resources to the project (representing 10% or more of total project resources).

1. ☐ **Instruction** - Involves an interaction for knowledge or skill transfer and how learning is delivered or experienced. *(Check all that apply and provide a description including whether the format will be in-person, virtual, or both)*
- ☐ Program - Formal interaction and active user engagement (e.g., a class on computer skills).
 - ☐ Presentation - Formal interaction and passive user engagement (e.g., an author's talk),
 - ☒ Consultation - Informal interaction with an individual or group of individuals (library staff or other professional) who provide expert advice or reference services to individuals, units, or organizations.
 - ☐ Other

Description: Once the Read Together Kits are created and circulating, the Early Learning Specialist and other youth services librarians will distribute marketing materials to early learning providers and coordinate presentations in person to early learning program providers and parent groups throughout Sacramento, in order to increase awareness of this new resource. This promotion will be incorporated into ongoing outreach efforts and will continue beyond the grant year.

2. ☒ **Content** - Involves the acquisition, development, or transfer of information and how information is made accessible. *(Check all that apply and provide a description including whether the format will be physical, digital, or both)*
- ☒ Acquisition - Selecting, ordering, and receiving materials for library or archival collections by purchase, exchange, or gift, which may include budgeting and negotiating with outside agencies (i.e. publishers, vendors) to obtain resources. May also include procuring software or hardware for the purposes of storing and/or retrieving information or enabling the act of experiencing, manipulating, or otherwise interacting with an information resource.
 - ☒ Creation - Design or production of an information tool or resource (e.g., digital objects, curricula, manuals). Includes digitization or the process of converting data to digital format for processing by a computer.
 - ☒ Description - Apply standardized descriptive information and/or apply such information in a standardized format to items or groups of items in a collection for purposes of intellectual control, organization, and retrieval.
 - ☒ Lending - Provision of a library's resources and collections through the circulation of materials (general circulation, reserves). May also refer to the physical or electronic delivery of documents from a library collection to the residence or place of business of a library user, upon request.

- ☐ Preservation - Effort that extends the life or use life of a living or non-living collection, the individual items or entities included in a collection, or a structure, building or site by reducing the likelihood or speed of deterioration.
- ☐ Other

Description: The Youth Materials Selector and Early Learning Specialist will select and order the titles for the Read Together Kits based on a developed criteria and recommended themes as learned from surveys completed by early learning providers in the community. The Read Together Kits will be physical bagged kits, each containing five picture books and an information sheet, created by the Early Learning Specialist, that will include songs, rhymes and early literacy tips. The purchase of the books and bags comprises the majority of the grant request. Sacramento Public Library collection services staff will compile the Read Together Kits and create the catalog record and labeling for the kits. The Read Together Kits will be available for circulation at all 28 branches and can be checked out by anyone with a Sacramento Public Library card.

3. ☐ **Planning & Evaluation** - Involves design, development, or assessment of operations, services, or resources and when information is collected, analyzed, and/or disseminated. *(Check all that apply and provide a description including whether the format will be in-house or third-party)*
- ☐ Retrospective - Research effort that involves historical assessments of the condition of a project, program, service, operation, resource and/or user group.
 - ☐ Prospective - Research effort that projects or forecasts a future condition of a project, program, service, operation, resource, and/or user group.

Description:

4. ☐ **Procurement** – May only be used for projects with an Institutional Capacity Intent. Acquiring or leasing facilities; purchasing equipment/supplies, hardware/software, or other materials (not content) that support general library infrastructure. *(Provide a description)*

Description:

ELEMENT 5: GRANT TIMELINE/ACTIVITIES

Show each major project activity and when it will be started and/or completed throughout the project. The timeline should correspond to the activities described in Planning and Evaluation. Please put an X in each pertaining month.

Activity	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug
Develop criteria for book selection for the Read Together Kits	X	X												
Develop survey of early learning providers to identify needed themes for the kits		X	X											
Administer survey to early learning providers			X	X										
Analyze survey results				X										
Identify kit themes from survey results				X	X									
Identify final list of books for the kits				X	X									
Order books and bags for the kits				X	X									
Create a user survey to measure outcomes of the project					X									
Develop and print promotional materials and information sheets					X	X								
Process kits for circulation						X								
Provide training on Read Together Kits to library staff						X	X							
Begin circulating Read Together Kits and administering user survey							X							
Promote Read Together Kits to early learning partners							X	X	X	X	X	X	X	X
Apply to share information on the project through CLA or InfoPeople webinar										X	X			
Compile circulation data, number of outreach visits, and survey responses													X	
Develop final report on project for State Library													X	X

ELEMENT6: BUDGET

The budget should clearly identify the amounts requested and from what sources.

Budget Category	LSTA	Cash Match & In-Kind	Total
Salaries/Wages/Benefits			
Graphic Designer - 10 hours at \$31.23	\$0	\$312	\$312
Materials Selector - 20 hours at \$50.40	\$0	\$1,008	\$1,008
Early Learning Specialist - 150 hours at \$50.40	\$0	\$7,560	\$7,560
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Subtotal	\$0	\$8,880	\$8,880
Description: Hourly amounts listed include benefits for each position. The Graphic Designer will be responsible for developing the logo for the front of the Read Together Kits bag and creating the design and layout for promotional brochures and the information sheet for the kits. The Materials Selector will work with the Early Learning Specialist to develop the criteria for the book selection, and will be responsible for selecting and ordering the titles and will oversee the assembly and processing of the kits for circulation. The Early Learning Specialist will be responsible for managing the activities of the grant and will help to create the criteria for book selection; create, administer, and compile the survey of early learning providers to develop the kit themes; place the order for the Read Together Kit bags; develop the information sheets for the kits; create the user survey to measure outcomes; develop the language for the promotional materials; train staff on the kits and how to promote them; promote the kits to administrative contacts with early learning partners and coordinate outreach by other staff; identify and apply for opportunities to share the information on the project statewide; request and compile circulation, outreach, and survey data; and develop the final report to the State Library.			
Consultant Fees			
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Subtotal	\$0	\$0	\$0
Description:			

Budget Category	LSTA	Cash Match & In-Kind	Total
Travel			
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Subtotal	\$0	\$0	\$0
Description:			
Supplies/Materials			
Books for Read Together Kits (\$24.50 x 5 books x 280 kits)	\$34,300	\$0	\$34,300
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Subtotal	\$34,300	\$0	\$34,300
Description: Five books will be purchased for each of the 280 Read Together Kits. The five books, an information sheet, and a user survey will comprise the contents of each Read Together Kit and will be circulated as one item inside a zippered bag. The Read Together Kits will be available for check out at all 28 branches of the Sacramento Public Library.			

Budget Category	LSTA	Cash Match & In-Kind	Total
Equipment (\$5,000 or more per unit)			
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Subtotal	\$0	\$0	\$0
Description:			
Services			
Bags for Read Together Kits with color logo (\$15 x 300 bags)	\$4,500	\$0	\$4,500
Printing of promotional materials for Read Together kits	\$1,200	\$0	\$1,200
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
	\$0	\$0	\$0
Subtotal	\$5,700	\$0	\$5,700
Description: Bags and printing will be obtained through a third party vendor. Zippered bags with a color logo will be purchased to hold the contents of each Read Together Kit. An additional 20 bags are being purchased to replace bags that become damaged through circulation. An estimated 5,000 bookmarks will be printed to promote the Read Together Kits to early learning providers, parents, and caregivers.			

Project Total	\$40,000	\$8,880	\$48,880
Indirect Cost Rate Applied 0.0 % Indirect Cost	\$0	\$0	\$0
Check one: <input checked="" type="checkbox"/> No Indirect <input type="checkbox"/> Federally negotiated indirect cost rate * <input type="checkbox"/> Indirect proposed cost rate * * please attach supporting documentation if required			
Description:			
Grand Total	\$40,000	\$8,880	\$48,880

ELEMENT 7: ATTACHMENTS

If you have additional resources that support your grant, please attach after this page

ELEMENT 8: INTERNET CERTIFICATION
Check the Appropriate Library Type

☒ **Public Library** ☐ **Academic** ☐ **K-12** ☐ **Multi-Type** ☐ **Special/Other**

As the duly authorized representative of the applicant public library, public elementary school library or public secondary school library applying for LSTA funding, I hereby certify that the library is *(check only one of the following boxes)*

- A. ☒ **An individual applicant that is CIPA compliant.**
The applicant library, as a public library, a public elementary school library or public secondary school library, has complied with the requirements of Section 9134(f)(1) of the Library Services and Technology Act.
- B. ☐ **Representing a group of applicants. Those applicants that are subject to CIPA requirements have certified they are CIPA compliant.**
All public libraries, public elementary school libraries, and public secondary school libraries, participating in the application have complied with the requirements of Section 9134(f)(1) of the Library Services and Technology Act. The library submitting this application has collected Internet Safety Certifications from all other applicants who are subject to CIPA requirements. The library will keep these certifications on file with other application materials, and if awarded funds, with other project records.
- C. ☐ **Not Subject to CIPA Requirements.**
The CIPA requirements do not apply because no funds made available under this LSTA grant program will be used to purchase computers used to access the Internet or to pay for direct costs associated with accessing the Internet.

SIGNATURE

I have read and support this LSTA Grant Application.

<u>Sacramento Public Library Authority</u> Library/Organization	<u>Read Together Kits: Bringing diverse literature home</u> Project Name
<u>Rivkah K. Sass</u> Library Director Name	<u>Library Director</u> Title
<u>Library Director Signature</u>	<u>Date</u>